

## FY-1982 Five Year Plan

Space Considerations

1. Excavate area in P&PD building that is under the bindery and warehouse. Area to be used for expanded micrographics activities and supply storage. Possibly include new enclosed dock area with weather protected unloading facilities.

2. Add office space to roof level of P&PD building. Move all offices (administrative and other non-production areas) to the new level to provide additional production-oriented space (printing, binding, etc.) on the main level.

3. Re-evaluate space available for new presses. Equipment is getting bigger and more complex, particularly in terms of electronics and computerization. The electronics may also require additional considerations for temperature control, humidity, and other factors which are necessary for a proper computer-oriented environment. The 1981 Health and Safety Survey pointed out a need for noise suppression and absorption in the Press and Bindery areas. Also move compressors and vacuum pumps to roof or to GSA space on the ground level.

4. COM Center in GJ-4004 HDQ is in need of additional space. COM requirements will continue to grow, creating further space and environmental control problems.

5. A second Copy Center in the HDQ building is under consideration. Regardless of whether it is a self-service center or a manned center, it presumably will be P&PD space. Two tentative locations have been identified as possible locations; however, the decision has not been made regarding the establishment of the proposed second Copy Center.

6. Motion Picture area is very crowded. Video replication requirements are increasing all the time.

7. Consider option of "boxing in" both levels of the northeast corner of the P&P building to gain more space. Estimated gain for both levels would be 3000 sq. ft.